

**CAPITAL IMPROVEMENT PLANNING COMMITTEE**  
**Minutes August 6, 2015**

Attending: Carrie Arnaud, Erin Battistelli, Linda Sanders, June Michaels,  
June Michaels, Bill Wagner

Guests: DPWC Director Joe Parisi, Assistant Town Administrator Mitch Viera,  
Network and Server Manager Frank Taormina.

**Election of Officers**

Bill Wagner moved, Carrie Arnaud seconded, and the committee unanimously elected Erin Battistelli as chair. Linda Sanders moved, Erin Battistelli seconded, and the committee unanimously elected June Michaels and Bill Wagner as record keepers.

**Articles for Fall Town Meeting**

[Note that letters of articles are omitted as the order of the warrant is still changing.]  
Joe Parisi explained the DPW articles.

\$33,657 for School carpeting

The committee did not discuss at length as it is being funded by transfer from a related project.

\$42,000 for Emergency Repairs to Harbormaster/Restrooms . The project was not on the list of capital requests for ATM. Leaks from the roof and window if left unrepaired will cause further damage to the building and contents. Warrant article will not be made contingent on debt exclusion. \$15,000 for masonry leaks, \$22,000 for roof repairs, \$5,000 contingency.

\$20,000 for Library Building repairs

Storm driven winds are producing leaks and causing damage on the east (seaward) side of the building. Applying sealant to the masonry is recommended.

\$67,000 for Bobcat Sidewalk Tractor

Purchase price will include plow, snow blower and grinder attachment.

\$153,475 for Sanding and Plowing Truck

Purchase price will include dump body, plow, spreader, and stainless steel upgrades to parts to extend useful life. The committee asked if any Chapter 90 funds were available; Joe Parisi said only if we put off paving a road currently on the paving plan.

\$10,000 for DPW Garage ventilation improvements

The current ventilation fan is so powerful that in the winter it sucks fumes from the boiler room into the main garage.

DPW Facility Design Services

The DPW Commissioners will resubmit this request for April 2016 ATM.

### Sewer Lining

The committee did not discuss at length as it is being funded by transfer from a related project.

### \$42,000 to \$100,000 Back Beach Revetment Repairs

The original appropriation of \$87,000 (25% of \$348,000) was to rebuild 150 feet of the revetment that has slumped. The project has been expanded to add a second layer of stones and fit the two-layer section smoothly into the one-layer ends of the wall, which have not fallen down yet. The current estimate of the Town's share is \$112,000 but Joe Parisi thinks it may be more, once bids are in.

The discussion focused on the funding source. There is \$69,000 in a general "Storm Damage" account, but this may be already committed to projects. The Granite Pier project, which is not FEMA related, may come in under budget due to using local stone and in-house labor, but as the project is not yet complete, the consensus of the committee was not to transfer funds until the project was complete.

Joe Parisi suggested that the Pigeon Cove Project or Granite Pier Project could be redefined more broadly as "harbor repairs." June Michaels asked if merging projects would create accounting problems with FEMA. Carrie Arnaud said FEMA accounting was not the difficulty, but Bond Counsel requires that projects for which borrowing is done must be clearly defined and specific as to purpose. The committee will look for other funding sources.

### \$925,000 for Emergency Communications Systems

As this is a large item requiring borrowing and most probably a debt exclusion, the project will be deferred to the April 2016 ATM and be requested as part of the annual budget process in October. Frank Taormina described the ongoing problems caused by poor radio reception in some parts of town and also caused by poor integration of communication systems. None of the new work will replace or make obsolete the current improvements to IT systems. It involves mainly an expansion of fiber optic cable and purchase of new radio equipment.

### \$23,000 for Long Beach Survey, staking lot lines

Linda Sanders said the Board of Selectmen would postpone the article, pending resolution of access to Long Beach. There is still \$18,980 in this account.

### Priorities

The committee felt that the highest priority should be given to emergency repairs to the Harbormaster building, Library leak repairs and DPW Garage ventilation. Failure to make repairs in the first two buildings will result in more damage and higher future cost. The third project is a health and safety issue. The DPW Director places a high priority on the two pieces of snow plowing equipment.

### Funding

Linda Sanders will find out if funds are available in

Chapter 90 funds - for snow plowing equipment

Library sewer repairs – for Library leak repairs

STM 2011 Storm damage account – for Back Beach (\$69,730 balance?)

Sept 2013 Roads&Parks Storm Damages – for Back Beach (\$51,000 balance?)

Data Annex – for Harbormaster building –(\$12,975 balance)

Dump truck – for sidewalk plow (\$1,390 balance)

### New Meeting

Tuesday, August 11, 1:00 pm.

Review and vote on articles for FTM

Review letter to department heads – 2017 capital budget requestgs